

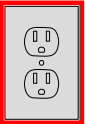


PERMIT REQUIREMENTS FOR RESIDENTIAL PROPERTY OWNERS

BUILDING PERMITS

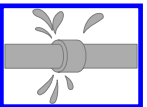
A permit is required if any building is constructed, added on to, remodeled, renovated, repaired, altered or converted unless it is one of the following exempted items:

- A tool or storage shed 120 square feet or less in size. This building is still required to meet zoning requirements such as setbacks and/or easements.
- Movable cases, counters, and partitions not over 5' 9" high.
- When the walking surface of decks, porches, patios, floors and driveways is not over 30 inches above grade a permit is not needed, unless it will be covered.
- Replacement of sheet rock, painting, papering, replacement of cabinets or other similar finish work.



ELECTRICAL PERMITS

An electrical permit is required to install any wiring for transmitting electrical current to provide light, heat, or power, or to make a change or addition to any such wiring. A permit is not required to replace an outlet, a switch or other minor electrical devices such as lights.



PLUMBING PERMITS

A plumbing permit is required to install, remove, alter, repair or replace any water, sewer, drainage, or gas piping. The same is also true for water heating or water conditioning equipment, such as water softeners. A permit is not required to open clogged pipes or clean pipes. Nor is a permit required to replace washers, faucets, toilet flush valves, sinks,

toilets, bathtubs, showers, garbage disposals, dishwashers, ranges, clothes dryers, or flexible gas appliance connectors unless new piping or the relocation of piping is necessary.



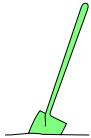
MECHANICAL PERMITS

A permit is required to install, repair, alter, replace or renovate any mechanical heating, ventilation or air conditioning system. A permit is not required to install a portable appliance, a component part of assembly of an appliance, or a unit refrigerating system.

+++++++FENCE PERMITS+++++++

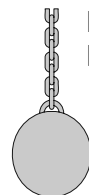
A permit is NOT required to install, alter, relocate or replace any fence or wall 6 feet or less in height. Anything over 6' does require a permit. Proper placement and other zoning requirements must be met whether or not a permit is required.

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EXCAVATION/ CONCRETE PERMITS--

A permit is required to make any excavation (digging) in any street right of way or alley within the city limits. A permit is required to grade, construct, repair or reconstruct curbs, gutters, sidewalks, and driveways from curb to property line. A licensed or registered contractor must perform all concrete or excavation work performed in the public right of way. Contact the Engineering Department at 309-5725.



DEMOLITION/ MOVING A

BUILDING--A permit is required to remove, demolish, raise or relocate any building.

BLF – 055, Rev. 02-05



Can I Do The Work Myself?

The owner/occupant of a single-family residence can perform work on the residence, even when this work requires a permit. However, the homeowner must obtain the proper permits prior to starting the work. If you hire a contractor to do work on your home, that contractor must be licensed or registered in the City of Salina, whether or not this work will require a permit. If a permit is required, the homeowner must communicate with the contractor to be sure the proper permits are obtained prior to starting the work.

If you are the owner of residential property, in which you do not reside, you must hire a licensed or registered contractor to perform all work when a permit is required.

For more information contact:

**Division of Building Services
300 W. Ash, Room 201
Salina, KS 67401**

**Phone 785-309-5715
Fax 785-309-5713
TDD 785-309-5747**

e-mail: building.services@salina.org

web site: www.salina-ks.gov

